

## **Minutes from the Sept. 8, 2015 Patton Homestead BOD Meeting**

Attending: Carin Kale, Bill Burrige, John McWane, Georgina Keefe-Feldman & Patrick Reffett

The Minutes of the August 11, 2015 Meeting were approved, with edits.

**Georgina Updates** - Ben Patton was in touch with Georgina. A recent acquaintance of Ben's recently moved to Hamilton. He is looking to get involved and had read about the Patton Homestead. His name is Louis Somma, an attorney with AMG in Bev. Farms. Ben will put them together. Possible Board Member.

**Patrick Updates** – Patrick will find out what is happening with the facilities grant and get back to us. He will be discussing this with M. Lombardo.

**Carin Discussion re: Mission** – Carin stated that we need to remember that running an event center is not our mission, but a means to support our mission.

The revised Mission is: *The Patton Homestead Inc. supports, preserves and manages the historic Patton Homestead as a community asset and provides educational, recreational and cultural opportunities.*

The updated Mission will be on the agenda for approval at the next meeting.

### **Finances –**

- The Town has already reaped rewards from the gift. No money had to be spent to buy the property, tax revenues from the Berry housing will bring in \$150,000 annually forever, \$500,000 from the sale to Berry is already earmarked for a turf field, \$250 is already earmarked for the Homestead and another \$250,000 goes to the Town for future use.
- The Bevara Report said we needed to partner with another nonprofit. That report suggested a budget of \$76,000 for an all-volunteer operation - \$80,000 to \$100,000 with staff. JHP currently underwrites the Archivist and interns, plus the contents at the Homestead are insured by JHP. The Town is our partner. The unanswered question is how much money will it take to bring the property up to standards for public access?
- John stated that we need to be able to market the property as a hybrid – more than just an event center. Carin cited the Stevens Estate in No. Andover. They only have a staff of two but they bring in \$300,000 annually for the Town.
- We will need an evaluation and letter of support from the Historic District Commission, similar to what they did for the Tabernacle in Town. Bill will speak to Annette and find out how we go about this.
- The need for better communication within the Town was discussed. There is now a Commutations person for the Town writing a quarterly newsletter. We should be a part of that.

**Parking issues** were again discussed, including looking at a different location than the one preferred by Bill Redford. That option needs a family vote and is also quite far from the Homestead. The group wondered if the field by Asbury Street might be a better location. Is this portion of the gift property part of the open space needed for the housing development? Patrick said the open space would not interfere with using this portion of land for parking. Carin will check with Scott Maddern on this as well. Patrick added that a site plan review would be needed for any parking lot, but he did not think a zoning variance would be needed. We would need at least 60 spaces, probably more.

**Willowdale discussion** – Carin reminded the group that the Willowdale people still want to buy the Homestead, but that is not an option. Perhaps they would be interested in a 99 yr. lease. Their dream is to add an addition to the Homestead, for use as an inn. They would renovate the common space at the Homestead for Town usage and honor the Archives. They see the barn as function space and would renovate that as well. We are not pursuing this option at this time.

**CP Berry Development** – John stated that he was told the sale is very close to being finalized. An early Oct. date for the closing been mentioned. Once the check has been passed Carin stated that we need to ask Donna Brewer how we get access to the \$250,000 earmarked for the Homestead.

**How will the Homestead funds be spent?** Patrick reminded the group that before building comes designing. We will need professional advice. The BOS is looking for various scenarios from this Board.

- **Event Center** – We will need parking, a professional kitchen, updated baths, an expanded patio, sprinklers (we presume) and meet ADA accessibility requirements.
- **Stables** – on the back burner for now.
- **Barn** – no designated use at this time
- Do we foresee a caretaker on site? The answer was yes, as long as the Archives are there.

**Timetable – Next steps –**

- Patrick was most familiar with the process. The bid process comes first, then design, then building... before getting to any revenues. It is a two-year process. He estimated breaking ground in 2017 – ready for “business” in 2018.
- John suggested we go to the BOS this fall for funds to hire an architect. There was agreement that we still need to see a facilities report before this step – what are we asking an architect to do? Bill asked if we select the architect.
- Carin suggested getting architectural plans done in 2016, and then we go for additional funds via Mass. Cultural commission again, as well as CPC funds. Are we correct in thinking that architect plans can come from the \$250,000? We need to see what the grant cycle is for MCC grants. John suggested that we sit down with the MCC people before January. John also stated that the Homestead Board also wants to go for the additional \$250,000 from the Berry sale, not earmarked by the Town at this time. We will need it.
- Carin spoke about Josh Webber, the local man who is big in the event business. He is the exclusive caterer at Moraine Farm in Beverly and owns his own high-end event “barn” in Groton. He could probably give us very valuable advice re: what to expect for revenues and how much renovations need to take place. Carin will be in touch with him. He has been to the Homestead before but that was to look it over as a possible B & B.
- It was suggested that someone from Endicott might offer advice as well. They have a hospitality major and a business school. We might get a senior intern to work on this with us. Georgina will pursue.
- John stated that our next step should be to get approval from the BOS regarding our proposed plans.

The Meeting was adjourned @ 6:10.

**The next meeting is set for Sept. 22nd at the Library.**